The Archival Educators Roundtable (AERT) attempted to regain its footing in the past year by surveying the membership and determining the degree of interest in keeping the roundtable afloat. The survey did provide some interesting data about the types of members in the group, what their interests are in terms of topics to explore as a group, and the members who are interested in serving in leadership roles for the AERT in the future.

Membership Survey
Working closely with SAA Council liaison Amy Cooper Cary, Chair Beth Davis-Brown prepared draft survey questions that were shared with and shaped by the steering committee to create the survey. After much input and discussion, the instrument was finalized in SurveyMonkey with the assistance of Felicia Owens of the SAA staff. It was decided not to include in this particular survey questions about the SAA Student Chapters at various institutions, but that survey could be handled in a separate effort at a later time to avoid confusion.

Responses were received during almost two weeks in June with a response rate of 12% (See Appendix 1.) Survey results and a summary appear in Appendix 2.

One of the benefits of the survey results being received in June was the opportunity to contact respondents who had expressed interest in serving on the steering committee and/or making a presentation to the group.

We were able to recruit two new steering committee members to run to replace outgoing members Kelvin White and Donald Force. Donald Force was in turn convinced to run for chair. Edward Benoit, II, assistant professor and coordinator of the Archival Studies Program at the School of Library and Information Science at Louisiana State University, and Miriam Meislik, media curator at the University of Pittsburgh and adjunct lecturer in the School of Information Sciences there, were contacted from their survey responses and agreed to run.

Annual Meeting
Sixteen SAA members attended the annual meeting of the AERT in Atlanta at 7:30 am on Friday, August 5. (See Appendix 3 for the full agenda.)

Alison Clemens spoke first from the SAA Committee on Education regarding the ongoing support for the DAS curriculum, the development of an arrangement and description curriculum certificate, and ongoing maintenance of the Guidelines for a Graduate Program in Archival History.

SAA Council liaison Amy Cooper Cary provided details and more information about the changes with roundtables and interest groups that were voted upon, so that the AERT will become a section along with all other former round tables and interest groups. Details on this change were circulated broadly in Council minutes to the SAA Membership.
Davis-Brown started a discussion of the group's new meeting time (7:30 am on Friday morning of the conference; previously it had met on Wednesday afternoon at 4:00 pm.)

The group agreed that they would prefer to not have a meeting so early in the day and that they would like to have the AERT meet closer to but not in conflict with the time of the Research Forum. The Research Forum for 2016 was on Tuesday from 9:00 am – 5:00 pm. Returning the AERT meeting time back to the Wednesday at 4:00 pm slot would possibly engage more attendees at the AERT meeting itself if archival educators had traveled to the annual meeting specifically for the Research Forum. We agreed to bring this issue to the attention of SAA leadership through our SAA Council liaison and through this report.

Davis-Brown introduced the group to the survey of the AERT membership that was conducted and reviewed the results. Please see summary results in Appendix 2.

For the program portion of the meeting, Helen Tibbo had volunteered in her survey response to lead a discussion of engendering discussion in the online classroom. Amy Cooper Cary of Marquette University agreed to assist Tibbo, and they led a wide ranging discussion for the group about student and instructor interaction in the online classroom, both in synchronous and asynchronous courses. It is a distinct skill for archival educators to be able to prepare and teach online courses in addition to still teaching face-to-face courses. The group came up with some ideas for future topics that may be of interest to the AERT members:

- How to create an effective short form video for classes
- Provide an internal list of experts and 15-minute videos on topics that could be integrated into various courses
- Create a "data bank" of recorded videos and podcasts that could be shared by AERT members to use in teaching their courses. The AERT could be the repository for this resource
- Guest "lecturers" could be recruited from the archival community to present in online courses via a recorded Skype session and then be available for a week in an online forum to answer follow-up questions and participate in discussions
- Create a general resource bank for online educators, regarding pedagogical techniques and sample collections to process
- A case study bank that would be shared could also be very useful ("crowd sourced" case studies)
Appendix 1. Message to membership introducing the survey

June 6, 2016

Dear Archival Educators Roundtable Members,

Clicking on the link below will allow you to respond to a survey regarding our membership. The AERT Steering Committee and the SAA Council are interested in knowing more about the types of positions our members hold and the kind of programming you would like to see in the future from the AERT.

Please give careful consideration to the question asking whether you would be willing to serve on the AERT Steering Committee. As a Steering Committee member, you can influence the direction of the AERT and take part in larger SAA initiatives.

Please complete the survey by June 19, 2016, so that we can compile your responses and have summary data available to share at our August meeting at the SAA Annual Conference.

https://www.surveymonkey.com/r/D7QJL5W

Thank you in advance for your participation and feedback.

Sincerely,
Beth Davis-Brown
Chair, AERT Steering Committee

Steering Committee Members
Donald Force
Carolyn Hank
Cecilia Salvatore
Seth Shaw
Kelvin White

Amy Cooper Cary, SAA Council Liaison
Appendix 2. Highlights from the AERT Membership Survey

The survey drew 59 respondents out of 485 on the AERT listserv for a response rate of 12%. Below are selected highlights:

Almost 72% of respondents teach in face-to-face settings. (They may also teach in online or hybrid environments)

Just over 88% of respondents taught courses as part of the curriculum in a degree program. Those teaching workshops to archives users or potential users were at 32.56%

In question 9, about 20% of respondents indicated that the main component of their work was providing bibliographic instruction or outreach in an academic, corporate, or non-profit community.

In terms of program planning for the AERT’s annual meeting, the responses to question 10 were very helpful. The top topics participants would like to hear presentations on, in order are:

- Presentations on pedagogy
- Programs by archival practitioners on concrete aspects of their work
- Equal internet was expressed in having programs on new research in the archives field and receiving alerts through the year on relevant topics

Of least interest was the option of presentations by well-known authors/editors in the archival literature. This indicates that the educators feel that they are up to date on the theoretical aspect of their work, which seems logical, and that they would prefer to hear about practical topics such as teaching methods or learn from practitioners about “real-life” archival projects and priorities.

Sixteen respondents expressed interest in serving on the AERT Steering committee. This provided a good list of potential candidates for following years and informed the slate for this year’s election.
AERT Membership Survey

Q1 Which of the following best describes your position at your institution:

Answered: 59  Skipped: 6

<table>
<thead>
<tr>
<th>Answer Choices</th>
<th>Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>78.66%</td>
</tr>
<tr>
<td>Part-Time</td>
<td>21.34%</td>
</tr>
<tr>
<td>Total</td>
<td></td>
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</table>

Q2 Do you also teach part-time at another institution?

Answered: 10  Skipped: 40

<table>
<thead>
<tr>
<th>Answer Choices</th>
<th>Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>0.00%</td>
</tr>
<tr>
<td>No</td>
<td>100.00%</td>
</tr>
<tr>
<td>Total</td>
<td></td>
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</tbody>
</table>

Q3 Do you also work as a part-time or full-
AERT Membership Survey

time archivist?

Answered: 11  Skipped: 49

<table>
<thead>
<tr>
<th>Answer</th>
<th>Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>90.91%</td>
</tr>
<tr>
<td>No</td>
<td>9.09%</td>
</tr>
</tbody>
</table>

Q4 Please indicate your status:

Answered: 49  Skipped: 19

<table>
<thead>
<tr>
<th>Status</th>
<th>Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adjunct</td>
<td>24.49%</td>
</tr>
<tr>
<td>Assistant professor</td>
<td>22.45%</td>
</tr>
<tr>
<td>Associate professor</td>
<td>12.24%</td>
</tr>
<tr>
<td>Full professor</td>
<td></td>
</tr>
<tr>
<td>N/A</td>
<td></td>
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</table>
AERT Membership Survey

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<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Full professor</td>
<td>16.33%</td>
<td>8</td>
</tr>
<tr>
<td>N/A</td>
<td>24.49%</td>
<td>12</td>
</tr>
<tr>
<td>Total</td>
<td>40%</td>
<td>49</td>
</tr>
</tbody>
</table>

Q5 How many years have you taught?
Answered: 47  Skipped: 12

Q6 In what type of setting do you teach? (check all that apply):
Answered: 46  Skipped: 13

[Bar chart showing distribution of teaching settings]

<table>
<thead>
<tr>
<th>Answer Choices</th>
<th>Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face-to-face</td>
<td>71.74%</td>
</tr>
<tr>
<td>Online Synchronously</td>
<td>10.81%</td>
</tr>
<tr>
<td>Online Asynchronously</td>
<td>28.26%</td>
</tr>
<tr>
<td>Hybrid</td>
<td>21.74%</td>
</tr>
</tbody>
</table>

Total Respondents: 40

Q7 How many courses a year do you teach regularly?
Answered: 43  Skipped: 16

Q8 What type of courses do you teach? (check all that apply):

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AERT Membership Survey
Answered: 43  Skipped: 16

| Courses that are part of... | 88.37% | 38 |
| Courses or workshops to... | 32.56% | 14 |
| Total Respondents: 43 |

Q9 If you are not a full-time instructor in a degree program, is the main component of your work providing bibliographic instruction or outreach in an academic, corporate, or non-profit community?
Answered: 44  Skipped: 15

<table>
<thead>
<tr>
<th>Answer Choices</th>
<th>Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>20.45%</td>
</tr>
<tr>
<td>No</td>
<td>36.30%</td>
</tr>
<tr>
<td>N/A</td>
<td>43.15%</td>
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</tbody>
</table>

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AERT Membership Survey

Q10 Which of the following would you like to see from the Archival Educators Roundtable? (check all that apply):

Answered: 42  Skipped: 17

<table>
<thead>
<tr>
<th>Answer Choices</th>
<th>Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programs on new research in the archival field</td>
<td>54.76%</td>
</tr>
<tr>
<td>Programs by archival practitioners on concrete aspects of their work</td>
<td>61.99%</td>
</tr>
<tr>
<td>Presentations by well-known authors/editors in the archival literature</td>
<td>35.71%</td>
</tr>
<tr>
<td>Presentations on pedagogy</td>
<td>73.81%</td>
</tr>
<tr>
<td>Alerts throughout the year on relevant topics</td>
<td>54.76%</td>
</tr>
<tr>
<td>Alerts throughout the year</td>
<td>0.00%</td>
</tr>
</tbody>
</table>

Total Respondents: 42

Q11 Would you be willing to serve on the AERT Steering Committee?

Answered: 41  Skipped: 18
AERT Membership Survey

Answer Choices | Responses
---|---
Yes | 39.02%  16
No | 60.98%  25
Total | 41

Q12 Would you be willing to be a speaker at the group’s annual meeting?

Answered: 40  Skipped: 19

Answer Choices | Responses
---|---
Yes | 45.00%  18
No | 55.00%  22
Total | 40
Appendix 3. Archival Educators Roundtable Meeting Agenda

Please note new date and time from previous years!

Friday, August 5, 2016
7:30 am-9:00 am Salon B. Hilton Hotel
We look forward to seeing you bright and early on Friday morning for the Archival Educators Roundtable Meeting!

Agenda

**Recognition of new officers**

Chair
Donald Force
Assistant Professor, School of Information Studies, University of Wisconsin-Milwaukee

New Steering Committee Members
Edward Benoit, III
Assistant professor and coordinator of Archival Studies and Cultural Heritage Resource Management Programs in the School of Library and Information Science, Louisiana State University
Miriam Meislik
Media Curator, Archives Service Center, University of Pittsburg; Adjunct Lecturer in the School of Information Science

**Update on DAS curriculum, the development of an arrangement and development curriculum certificate, and ongoing maintenance of the Guidelines for a Graduate Program in Archival History**

Alison Clemens
Vice-chair, SAA Committee on Education
Archivist, Beinecke Rare Book and Manuscript Library, Yale University

**Announcements from SAA Council and Update on SAA Initiatives**

Amy Cooper Cary
SAA Council and Liaison to the Archival Educators Roundtable
Head, Special Collections and University Archives, Marquette University
Adjunct Professor, School of Information Studies, University of Wisconsin-Milwaukee

**Review of AERT Survey Results**

Beth Davis-Brown
Chair, Archival Educators Roundtable

**Encouraging and Fomenting Discussion in Online Course Settings**
Moderators:
Helen Tibbo, former SAA President
Alumni Distinguished Professor
UNC School of Information and Library Science

Amy Cooper Cary